

User Guide

The app allows service operators to bid, place and trade jobs on a centralised marketplace. This allows for an optimised coordination of drivers between acquainted service operators.

Prerequisites

Before running the marketplace application, please make sure that your system has Microsoft .NET Framework 4.5 installed and meets the following requirements:

Component	Minimum Requirement	Recommended
Internet Connection	1.5 Megabits per second (recommended broadband connection speed)	
Operating System	Windows 7 or Windows 8	Windows 7 or Windows 8.1
Computer Processor	1.6 GHz or faster processor	
Computer Memory	1GB or more	3GB or more
Graphics Card	DirectX 9-capable video card that runs at 1280x768 or higher display resolution	
Screen Resolution	1280x768 pixels	1280x768 pixels or higher

Setting up the Environment



Extract the marketplace.zip file into a new folder. Inside the folder, there will be two executable files: Engine.exe and Marketplace.exe:

- The Engine application is responsible for marketplace management. You will not be directly interacting with this application, but it runs in the background for a set period.
- The Marketplace application is a front-end application that will enable you to access the market.

Start by running Marketplace.exe. Once open, run Engine.exe, it will open a console application in the background. Occasionally, Engine.exe will automatically after a set time interval. When it does this, rerun Engine.exe.

Making and Retracting Bids

The screenshot shows the 'Marketplace' application window. At the top, it displays the date and time '12/04/2015 20:37:03 PM' and a 'Log out' button. Below this, the 'MK postcode area' section shows '61 jobs - 0 bids' and a 'Plot filter' input field with a 'Clear' button. The main 'Plot' table lists 10 items, with the third item, 'Church Green, Far Bletchley, Old Bletchley', highlighted in blue. Below the table are 'Bid', 'Watch', and 'Post booking' buttons. To the right, the 'Job tray' section has a table with columns 'Plot', 'Pickup', and 'Status', and buttons 'Accept', 'Reject', 'Haggle', 'Close', and 'Expand'. Below that, the 'Positions' section has a table with columns 'Plot', 'Area', and 'Status', and buttons 'Retract' and 'Clear all'. At the bottom left, the 'Watchlist' section has a table with columns 'Plot', 'Area', 'Jobs', and 'Bids', and buttons 'Bid', 'Remove', and 'Clear all'. At the bottom right, the 'Trades' section has a table with columns 'Plot', 'Area', and 'Operator', and buttons 'Trade', 'Offer', and 'Expand'.

Plot	Area	Jobs	Bids
1	Denbigh, Mount Farm	2	0
2	Brickfields, Central Bletchley, Fenny Stra	5	0
3	Church Green, Far Bletchley, Old Bletchl	8	0
4	Emerson Valley, Furzton, Kingsmead, St	3	0
5	Crownhill, Elfield Park, Grange Farm, Oa	2	0
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	2	0
7	Caldecotte, Kents Hill, Tilbrook, Walton,	0	0
8	Crownhill, Grange Farm, Great Holm, H	3	0
9	Central Milton Keynes, Campbell Park	1	0
10	Brinklow, Broughton, Kinaston, Middlet	0	0

To make a bid on a plot, select an item from the Plot table and click on the **Bid** button.

The screenshot shows the 'Marketplace' application window after a bid has been placed. The date and time are now '12/04/2015 20:39:57 PM'. The 'MK postcode area' section shows '77 jobs - 1 bids'. The 'Plot' table now shows 10 items, with the third item, 'Church Green, Far Bletchley, Old Bletchley', highlighted in blue and showing 1 bid. The 'Positions' table now shows one entry: '3 Church Green, Far Bletchley, Old Bletchley Queued'. The 'Job tray' section remains empty. The 'Watchlist' section remains empty. The 'Trades' section remains empty.

Plot	Area	Jobs	Bids
1	Denbigh, Mount Farm	2	0
2	Brickfields, Central Bletchley, Fenny Stra	6	0
3	Church Green, Far Bletchley, Old Bletchl	9	1
4	Emerson Valley, Furzton, Kingsmead, St	3	0
5	Crownhill, Elfield Park, Grange Farm, Oa	2	0
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	3	0
7	Caldecotte, Kents Hill, Tilbrook, Walton,	0	0
8	Crownhill, Grange Farm, Great Holm, H	3	0
9	Central Milton Keynes, Campbell Park	3	0
10	Brinklow, Broughton, Kinaston, Middlet	1	0

Plot	Area	Status
3	Church Green, Far Bletchley, Old Bletchl	Queued

Once the application has recorded your bid, it places it in the Positions table. If you want to remove a bid from the Positions table, simply select the item and click on the **Retract** button.

Adding and Removing Plots from the Watchlist

The screenshot shows the Marketplace application interface. The top bar displays the date and time: 12/04/2015 20:45:50 PM. The main content area is divided into several sections. On the left, there is a 'MK postcode area' section showing 77 jobs and 1 bid. Below this is a 'Plot filter' section with a 'Clear' button. The main plot table lists 10 plots with columns for Plot, Area, Jobs, and Bids. The 'Watchlist' section is highlighted with a red box and contains one entry: Plot 6, Area Ashland, Beanhill, Bleak Hall, Coffee Hal, Jobs 3, Bids 0. Below the Watchlist are 'Bid', 'Remove', and 'Clear all' buttons. On the right, there are sections for 'Job tray', 'Positions', and 'Trades'.

Plot	Area	Jobs	Bids
1	Denbigh, Mount Farm	2	0
2	Brickfields, Central Bletchley, Fenny Stra	6	0
3	Church Green, Far Bletchley, Old Bletchl	9	1
4	Emerson Valley, Furzton, Kingsmead, St	3	0
5	Crownhill, Elfield Park, Grange Farm, Oa	2	0
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	3	0
7	Caldecotte, Kents Hill, Tilbrook, Walton,	0	0
8	Crownhill, Grange Farm, Great Holm, H	3	0
9	Central Milton Keynes, Campbell Park	3	0
10	Brinklow, Broughton, Kinoston, Middlet	1	0

Plot	Area	Jobs	Bids
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	3	0

You can bookmark a plot by adding it to the Watchlist table. To watch a plot, select an item from the Plot table and click on the **Watch** button. If you want to remove a plot from the Watchlist table, simply select the item and click on the **Remove** button.

Filtering the Plot List

The screenshot shows the Marketplace application interface with the 'Plot filter' field highlighted by a red box. The field contains the value '11'. The main plot table now shows only one entry: Plot 11, Area Fullers Slade, Galley Hill, Kiln Farm, Stor, Jobs 9, Bids 0. The 'Watchlist' section remains the same as in the previous screenshot.

Plot	Area	Jobs	Bids
11	Fullers Slade, Galley Hill, Kiln Farm, Stor	9	0

Plot	Area	Jobs	Bids
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	3	0

If you enter a term in the Plot text field, then the application will just show tables entries that contain it. To clear the filter, click on the **Clear** button.

Viewing Additional Job Detail

The screenshot shows the Marketplace application interface. The top bar displays the date and time: 13/04/2015 15:24:21 PM. The main area is divided into several sections:

- MK postcode area:** Shows 7 jobs - 8 bids. A table lists jobs with columns: Plot, Area, Jobs, and Bids. The table contains 10 rows of job data.
- Job tray:** A table with columns: Plot, Pickup, and Status. It contains 2 rows of job data. A red box highlights the 'Expand' button at the bottom right of this table.
- Positions:** A table with columns: Plot, Area, and Status. It is currently empty.
- Trades:** A table with columns: Plot, Area, and Operator. It contains 4 rows of job data.

Buttons for 'Accept', 'Reject', 'Haggle', 'Close', and 'Expand' are visible below the Job tray table.

To check the details of a job acquired after winning a bid, select it from the Job Tray table and then click on the **Expand** button. You can also do this with jobs in the Trades table.

The screenshot shows the Marketplace application interface with a 'Details' window open. The top bar displays the date and time: 13/04/2015 15:25:04 PM. The main area is divided into several sections:

- MK postcode area:** Shows 4 jobs - 8 bids. A table lists jobs with columns: Plot, Area, Jobs, and Bids. The table contains 10 rows of job data.
- Job tray:** A table with columns: Plot, Pickup, and Status. It contains 2 rows of job data.
- Positions:** A table with columns: Plot, Area, and Status. It is currently empty.
- Trades:** A table with columns: Plot, Area, and Operator. It contains 4 rows of job data.

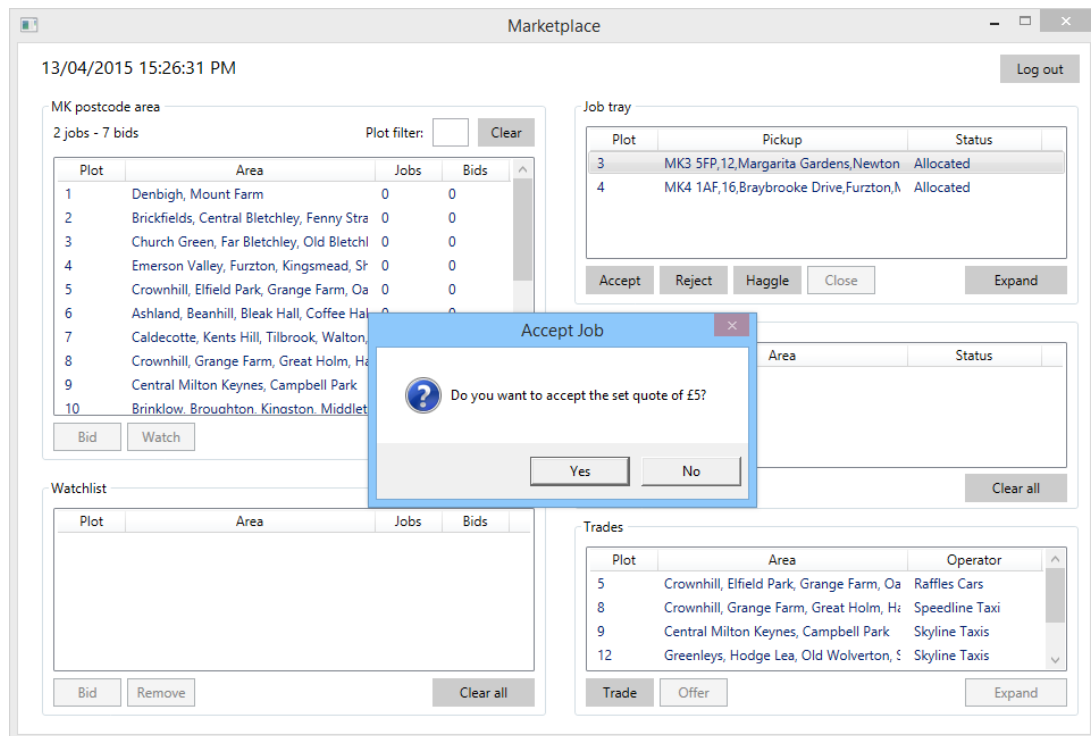
The 'Details' window is open, showing the following information:

- Date/time:** 13/04/2015 15:22:13
- Name:** Malcolm
- Pickup:** MK3 5FP, 12, Margarita Gardens, Newton Leys, Bletchley, Milton Keynes
- Note:** Child seat
- Telephone:** 01908786299
- Passengers:** 1
- Status:** Allocated
- Mileage:** 0 mi
- Share:**
- Price:** £5
- Customer Haggle:** £0
- Your Haggle:** £0
- Destination:** MK3 5BN, 39, Shelley Drive, Bletchley, Milton Keynes

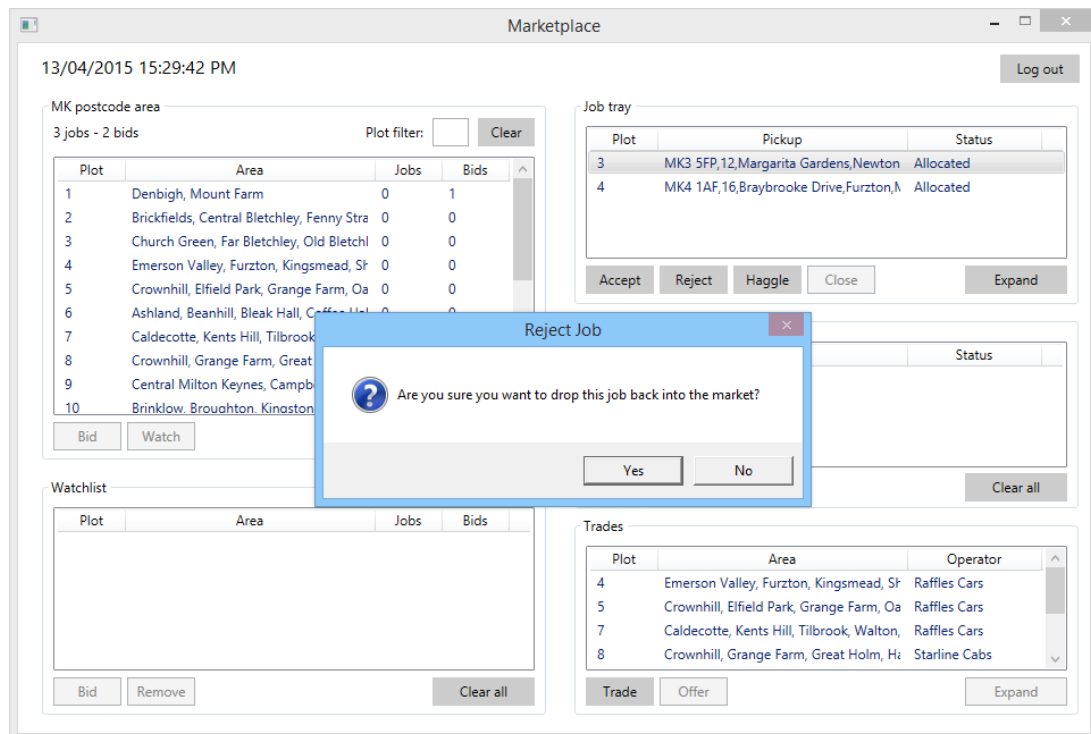
Buttons for 'Close', 'Trade', 'Offer', and 'Expand' are visible.

Additional job detail will appear in a new window.

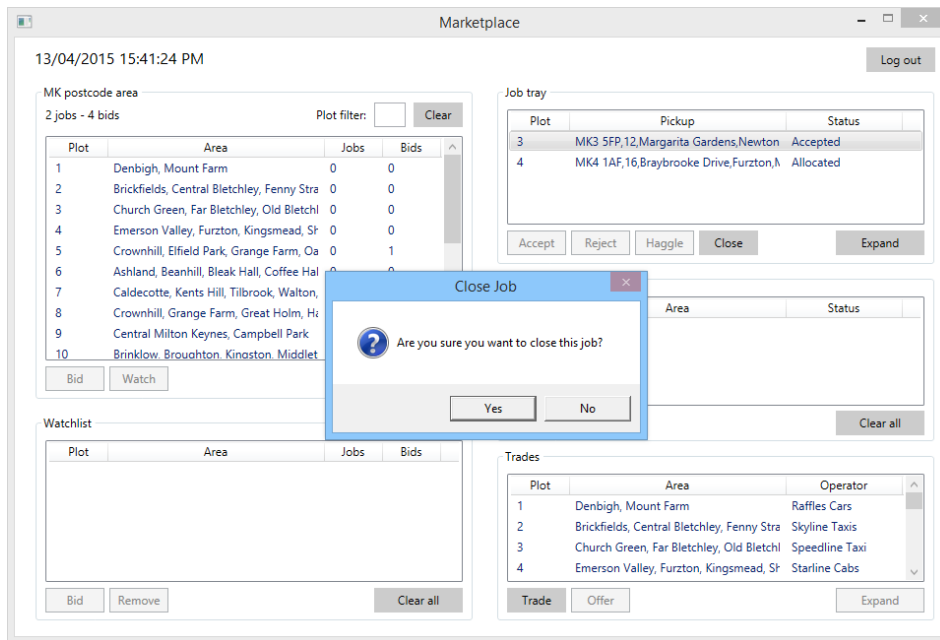
Accepting, Rejecting and Closing a Job



To accept a job, select it from the Job Tray table, and then click on the **Accept** button. Once a window appears asking you to confirm your decision, click on **Yes**.

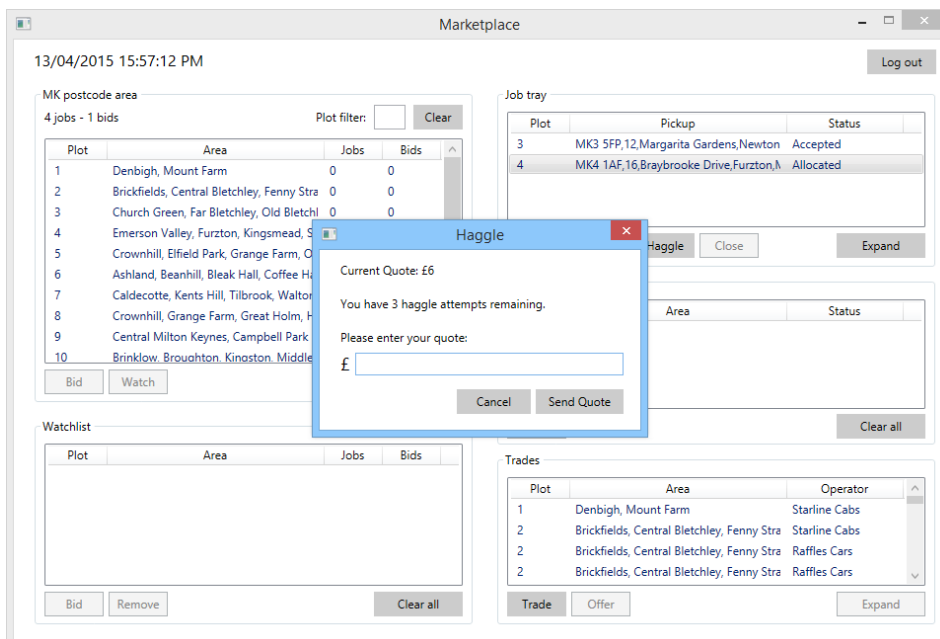


To reject a job and drop it back into the marketplace, select it from the Job Tray table, and then click on the **Reject** button. Once a window appears asking you to confirm your decision, click on **Yes**.



After accepting a job, you will need to transfer it to your dispatch software. Once you have sent out a driver, who has successfully picked up and dropped off the customer, you will need to close the job. To close a job, select it from the Job Tray table, and then click on the **Close** button. Once a window appears asking you to confirm your decision, click on **Yes**. Please note that you will not be able to close a job that you have not accepted.

Haggling



If you disagree with the predetermined fare, then you do not have to accept the job straight away. You have the option of haggling with the customer. The application gives you three haggle opportunities. If the customer does not accept any of your proposed fares, then the job enters a state of limbo, in which you and the customer have to accept the predetermined fare.

Offer a Booking

The screenshot shows the 'Marketplace' window at 13/04/2015 16:22:29 PM. The 'MK postcode area' section displays 4 jobs with 3 bids. The 'Job tray' shows a single allocated job (Plot 3, MK3 5AU, 24, Browning Crescent, Bletchley). The 'Trades' table lists several jobs with operators.

Plot	Area	Jobs	Bids
1	Denbigh, Mount Farm	0	0
2	Brickfields, Central Bletchley, Fenny Stra	1	0
3	Church Green, Far Bletchley, Old Bletchl	0	0
4	Emerson Valley, Furzton, Kingsmead, Sr	0	0
5	Crownhill, Elfield Park, Grange Farm, Oa	0	0
6	Ashland, Beanhill, Bleak Hall, Coffee Hal	0	0
7	Caldecotte, Kents Hill, Tilbrook, Walton,	0	0
8	Crownhill, Grange Farm, Great Holm, Hi	0	2
9	Central Milton Keynes, Campbell Park	0	0
10	Brinklow, Broughton, Kingston, Middlet	0	1

Plot	Pickup	Status
3	MK3 5AU, 24, Browning Crescent, Bletchl	Allocated

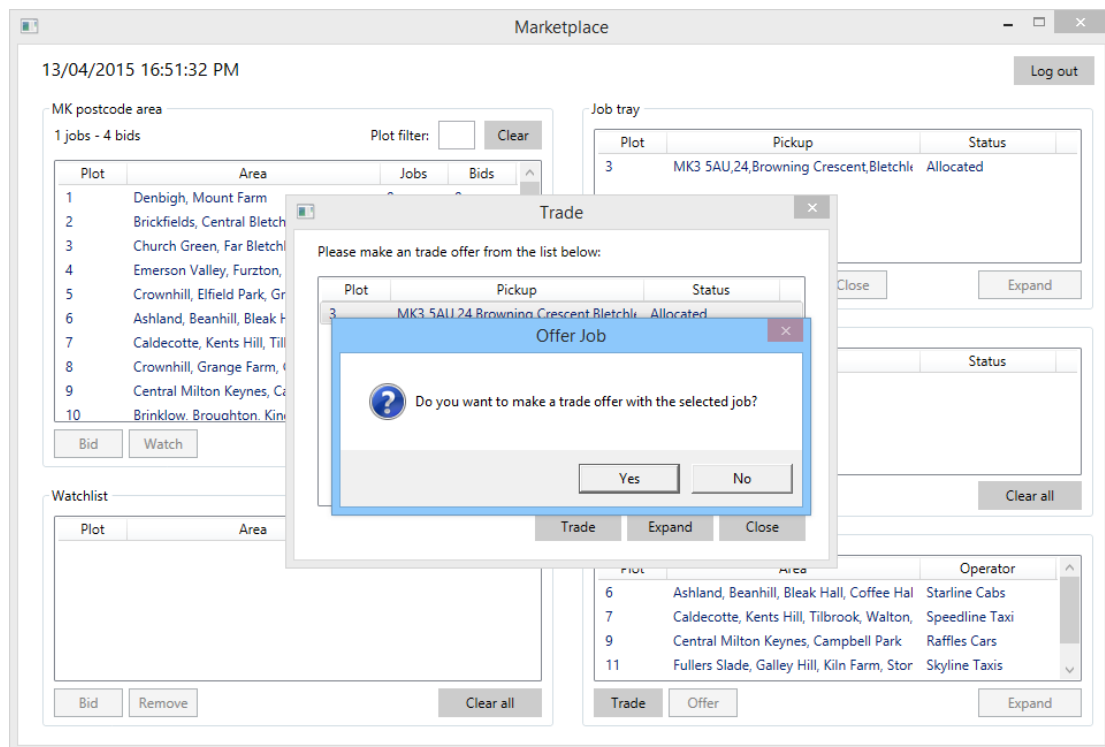
Plot	Area	Operator
2	Brickfields, Central Bletchley, Fenny Stra	Starline Cabs
2	Brickfields, Central Bletchley, Fenny Stra	Raffles Cars
3	Church Green, Far Bletchley, Old Bletchl	Raffles Cars
4	Emerson Valley, Furzton, Kingsmead, Sr	Raffles Cars

If you want to swap your allocated booking with another service operator, select the job that you are interested in from the Trades table, and then click on the **Offer** button.

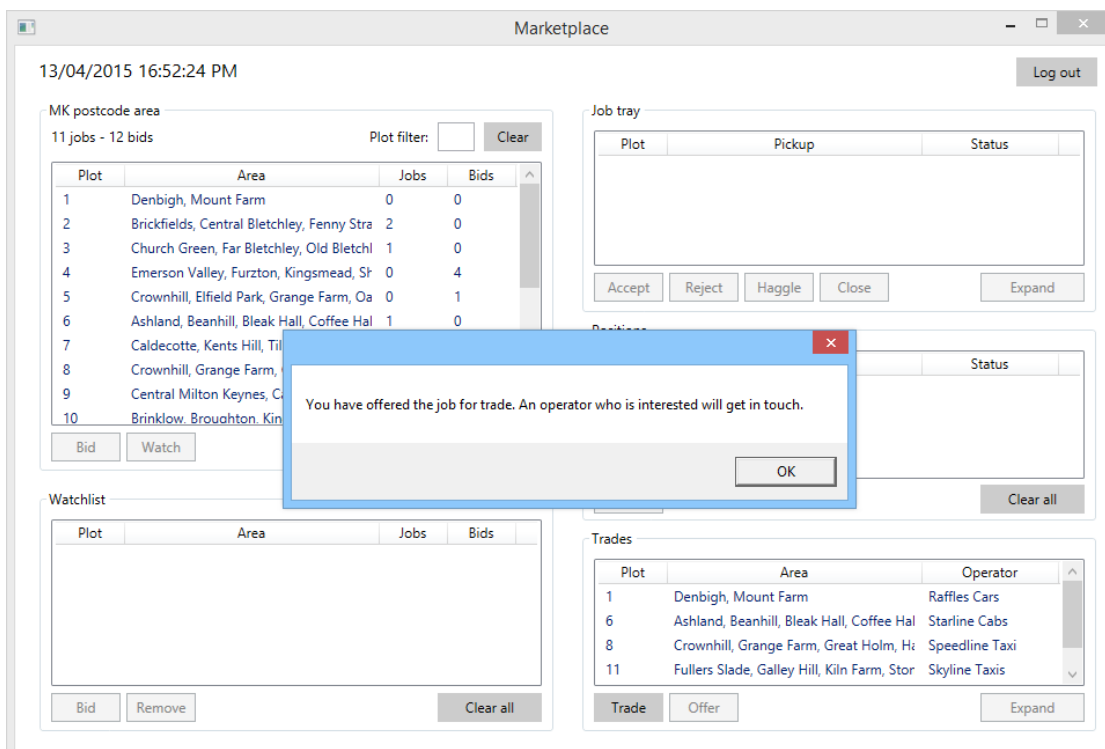
The screenshot shows the 'Marketplace' window at 13/04/2015 16:34:29 PM. An 'Offer' dialog box is open, prompting the user to make a trade offer from the list below for the selected job (Plot 3, MK3 5AU, 24, Browning Crescent, Bletchley). The dialog box lists the same jobs as the main table.

Plot	Pickup	Status
3	MK3 5AU, 24, Browning Crescent, Bletchl	Allocated

Once done, you can select one of your own jobs to use as part of the exchange.



Alternatively, if you want to offer up one of your own jobs for trade, click on the **Trade** button. You do not need to select a job from the Trades table. Once done, you can select one of your jobs to offer up for trade.



Once you have offered a job for trade, it will no longer be available in the Job Tray table. Once another service operator offers you a job in exchange for yours, it will appear in the Job Tray table, and you can choose to accept or reject it after examining it.

Quick Reference Card

1) This list shows the service operator which current areas have jobs and how many bids there are in each area. Each area is assigned a plot number, for easy reference. A service operator can also post their own jobs on the marketplace. Additionally, the details of individual jobs in an area are not revealed until the operator wins the bid.

5) Once a service operator wins a booking, it pops up in their job tray. They can expand the booking to view more details and decide whether or not they want to accept it, or haggle a price with the customer.

The screenshot shows the 'Marketplace' application window. It includes a header with the date and time '07/02/2015 22:56:18 PM' and buttons for 'Debug', 'View messages', and 'Log out'. The main content is divided into several sections:

- MK postcode area:** Shows '411 jobs - 3 bids'. Below is a table with columns 'Plot', 'Area', 'Jobs', and 'Bids'. A 'Plot filter' input and a 'Clear' button are also present. At the bottom of this section are 'Bid', 'Watch', and 'Post booking' buttons.
- Watchlist:** A table with columns 'Plot', 'Area', 'Jobs', and 'Bids'. At the bottom are 'Bid', 'Remove', and 'Clear all' buttons.
- Job tray:** A table with columns 'Status', 'Pickup', and 'Destination'. Below it is an 'Expand' button.
- Positions:** A table with columns 'Plot', 'Area', and 'Status'. It lists three items with status 'Queued'. Below it are 'Retract' and 'Clear all' buttons.
- Trades:** A table with columns 'In', 'Out', 'From', and 'Status'. Below it are 'Expand' and 'New trade' buttons.

Arrows from the numbered text blocks point to the following elements:

- Arrow 1 points to the 'MK postcode area' table.
- Arrow 2 points to the 'Watchlist' table.
- Arrow 3 points to the 'Positions' table.
- Arrow 4 points to the 'Trades' table.
- Arrow 5 points to the 'Job tray' table.

2) A service operator can add plots that they are interested in to a watch list, in order to observe them closely.

3) Once a service operator places a bid for jobs in a particular area, then their bid is queued and the status of their bid pops up in the positions table.

4) A service operator can also trade bookings with other operators, if they prefer not to post it on the marketplace.

Please print out this page for reference, especially if you are a first time user of the system.